

## Capital Planning Committee Meeting - via ZOOM

### Agenda

7:30 PM	Call to Order
	Minutes of Previous Meetings
7:35 PM	Cemetery Dept – Five Year Plan
7:50 PM	Police Dept – FY22 Capital Requests and Five Year Plan
8:20 PM	Highway Dept – FY22 Capital Requests and Five Year Plan
	Other Business
	Adjourn

- Attendance: Jelinek, Salvie, McManus, DeLuca, Arsenault

#### Call to Order: 7:31

- Minutes of the Feb 11 2021 meeting. Jelinek suggested a change, Salvie moved to accept as amended. McManus seconded the motion. Passed unanimous.

#### Cemetery Department Gledhill

- FY22

**Jelinek** - The cost for this time comes from a transfer from sale of lots account.

**Gledhill** - Moved to capital improvement account to purchase trees and shrubs and complete walkways at brookside cemetery. Combined with an existing \$21K from last year.

**Salvie** - Is there a landscaping master plan? ANSWER - it is still ongoing, we are planning for 50yrs of plots. Plots will be filling up, baby boomers.

**Jelenik** - You have a capital improvements account, what is the thinking behind that? ANSWER - it used to be called Cemetery Capital Account, in article 45 on FY20. Under the direction of the previous Town Administrator.

**Salvie** - Is it correct that the balance is assembled from unspent funds? - ANSWER Yes

**Gledhill** - We have spent \$7k on the gazebo and walking paths in the new section.

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**Salvie** - The Capital account was approved two years ago in FY19, is there a role that CP should have in the administration of this account?

- Five Year Plan

**Jelinek** - There is some equipment costing 50-60K

**Gledhill** - The equipment is needed as the jobs need more capable machines. We are tasked with snow removal now. It is substantial cost, but we have not asked for equipment before. This reflects new work the the Cemetery Department .

**Jelinek** - How does this fit in with the planned formation of a public works department? ANSWER - We already being asked to do more than our current equipment to can handle.

**Salvie** - Have you had a discussion with Town Admin about this? ANSWER - They have seen it but it has not been discussed. We understand that there is transition, but the plans still need to made.

7:51

**Police Department - Chief Sallese**

- FY22

**Jelinek** - Notice that the request is now for an SUV, last years request for a pickup is not being brought forward?

**Chief** - The pickup is not currently an option, it maybe an option next year

**Jelinek** - When you come back, make sure that there is a strong case for why we are getting a different vehicle.

**Chief** - Trading in car 1, 4, 6. There is 6-8 year cycle on the cars, the repairs to be carried by the departments, the cars have high miles, and high idle hours and engine hours, there is a calculation of idle and engine run hours. 8100hours, the hours are tabulate by the cars.

**Salvie** - Has the metric changed, 10 yrs ago it was 100k miles, now it has about 70k on it,

**Chief** - All the cars now have 6-cyl. We get more time out of the cars then before. Service time kicked it out of warrantee. Miles are low, but the cars are running a bit. Have only had one new car in the past two years. We will assign two officers into a car.

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So the car will run 8 or 16 hr a day all week. We are moving to hybrid cars. The reports are good of these. We have requests, for people to bring the unmarked car. We will make one of the cars a grey SUV, a less marked car. The other will have the standard Stow marking. The difference in cost, we can use the same \$24K grant for computer and radar systems, this has reduced the costs for this year. The costs are lower than twice the price from last years.

8:20 - Meeting adjourned due to interference on the zoom call, with vulgar language used by unidentified participants.

Respectfully submitted,

Ed DeLuca, Clerk 